

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: MEMBERS OF THE GOVERNING BOARD
SUBJECT: CONSENT CALENDAR - HUMAN RESOURCES
REQUESTED ACTION: APPROVAL

EMPLOYMENT 2020-2021

Change in Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Peter Zitko	From Adjunct Sociology Instructor to Interim Associate Dean, External Programs	11/04/20 – 12/31/21 (Revised)

Out of Class Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Zyra Larot	Financial Aid Analyst	04/01/21 – 06/30/21
Alexandria Castaneda	Student Affairs Specialist	07/01/20 – 03/31/21
Simerjeet Kaur	Admissions & Records Analyst	03/01/21 – 06/30/21

Salvatore Abbate
Human Resources

Celia Esposito-Noy, Ed.D.
Superintendent-President

March 26, 2021

April 7, 2021

Date Submitted

Date Approved

Short-Term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant Name</u>	<u>Effective</u>	<u>Amount</u>
Dorene Adams	Assistant Clinical Skills Lab Instructor	CARES	03/18/21 – 05/31/21	\$69.05/hr.
Joyce Averett	Assistant Clinical Skills Lab Instructor	CARES	03/18/21 – 05/31/21	\$69.05/hr.
Mary Estrada	Early Learning Center Specialist-Substitute	California State Preschool Program	02/01/21 – 06/30/21 (Updated)	\$18.90/hr.
Christopher Gulick	Student Services Generalist-Veteran's Resource Center	Veteran's Resource Center On-going Fund	05/01/21 – 06/30/21	\$18.10/hr.
Ricky Marshall	ATEC Theft Repair	Prop 20	04/01/21 – 05/31/21	\$69.05/hr.
Andrew McGee	ATEC Outreach & Curriculum Dev.	Perkins V	03/01/21 – 5/30/21	\$69.05/hr.
Matt McLean	Applied Music Tutoring	General Fund	03/04/21 – 05/14/21	\$50.00/hr.
Berkeley Rousseau	Special Project: Musical Direction and Recording	General Fund	12/21/20 – 04/29/21	\$25.00/hr.
Sarah Wasley-Smith	Adjunct Professor – Art	Perkins	04/21/21 – 05/20/21	\$60.69/hr.
Andrew Wesley	Applied Music Tutoring	General Fund	03/04/21 – 05/14/21	\$50.00/hr.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board
SUBJECT: CONSENT CALENDAR – FINANCE & ADMINISTRATION
REQUESTED ACTION: APPROVAL

PERSONAL SERVICES AGREEMENTS

Student Services
Shannon Cooper Psy.D., Vice President

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Lesia Knudsen	Present by Zoom for Foster Kinship Care Education-SCC annual conference “Finding Kind” March 18 - March 20, 2021.	March 18, 2021 – March 20, 2021	Not to exceed \$400.00
Brian Post	Present by Zoom for Foster Kinship Care Education-SCC annual conference “Finding Kind” March 5- March 20, 2021. Thursday 3/18/21, 6:30-8:30. Friday 3/19/21, 10:00 a.m.-12:00 p.m. Friday 3/19/21, 6:30-8:30 Key note presentation on the big screen.	March 18, 2021 – March 20,2021	Not to exceed \$2,500.00

Robert V. Diamond
Vice President, Finance & Administration

March 26, 2021
Date Submitted

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2021
Date Approved

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: BALLOT FOR CALIFORNIA COMMUNITY COLLEGE TRUSTEES (CCCT) BOARD OF DIRECTORS ELECTION-2021

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

An Adhoc Subcommittee of the Governing Board for CCCT will advance recommendations for election to the statewide California Community College Trustees (CCCT) Board of Directors. This year, there are seven seats up for reelection on the board. Each member Community College District Board of the League shall have one vote for each of the seven vacancies on the CCCT Board of Directors. Only one vote may be cast for any nominee or write-in candidate. The seven candidates who receive the most votes will serve a three-year term. A copy of the ballot is provided on the proceeding page. The official ballot must be postmarked by April 25, 2021.

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other:

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: N/A</i>
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SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Celia Esposito-Noy, Ed.D.
Superintendent-President

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7299

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

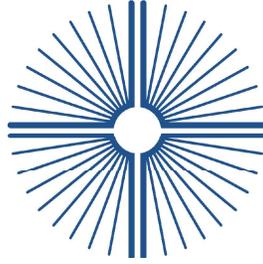
VICE PRESIDENT APPROVAL

March 19, 2021

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

DATE APPROVED BY

SUPERINTENDENT-PRESIDENT



2021 CCCT BOARD ELECTION
CANDIDATES LISTED IN SECRETARY OF STATE'S
RANDOM DRAWING ORDER OF FEBRUARY 12, 2021

VOTE FOR NO MORE THAN SEVEN (7) CANDIDATES

1. Yvette Davis, Glendale CCD
2. Tina Arias Miller, Rancho Santiago CCD
3. Marguerite Bulkin, Yosemite CCD
4. Edralin Maduli, Chabot- Las Positas CCD
5. Bernardo Perez, Ventura County CCD
6. Gregory Pensa, Allan Hancock Joint CCD*
7. Kendall Pierson, Shasta-Tehama-Trinity Joint CCD
8. Mary Strobridge, San Luis Obispo County CCD
9. Alan Siemer, Lassen CCD
10. Cindi Reiss, Peralta CCD
11. Mark Edney, Imperial CCD
12. Barbara Calhoun, Compton CCD
13. Nan Gomez-Heitzeberg, Kern CCD
14. Margaret Fishman, Sonoma County Junior College District
15. Mary Lombardo, Copper Mountain CCD
16. Michele Jenkins, Santa Clarita CCD
17. Carolyn Inmon, South Orange County CCD
18. Deborah Ikeda, State Center CCD

* Incumbent

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: RESIGNATION TO RETIRE

REQUESTED ACTION:

Information **OR** **Approval**
 Consent **OR** **Non-Consent**

<u>Name</u>	<u>Assignment & Years of Service</u>	<u>Effective</u>
Patricia Ceja	Instructional Assistant – Office Technology 20 years of service with SCC	05/28/2021
Zhen Chen	Adjunct Instructor – Computer Software 6 years 4 months service with SCC	12/15/2019
Robert Diamond	Vice President-Finance and Administration 3 years and 5 months of Service with SCC	06/30/2021
Marianne Flatland	Counselor 31 years of service with SCC	06/30/2021
Don Pederson	Lead Carpenter 12 Years and 9 Months of Service with SCC	03/31/2021

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Human Resources

<i>Ed. Code: 24205</i>	<i>Board Policy: 4400</i>	<i>Estimated Fiscal Impact: N/A</i>
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SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Salvatore Abbate
Human Resources

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7263

TELEPHONE NUMBER

VICE PRESIDENT APPROVAL

March 26, 2021

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 07, 2021
**DATE APPROVED B/Y
SUPERINTENDENT-PRESIDENT**

AGENDA ITEM 12.(c)
MEETING DATE April 7, 2021

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: PROPOSED 2021- 2022 CLASSIFIED WORK CALENDAR

REQUESTED ACTION:

Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

The following Proposed 2021-2022 Classified Work Calendar is presented to the Governing Board for review and approval.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Human Resources

Government Code: Board Policy: 4002 Estimated Fiscal Impact: N/A

SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Salvatore Abbate
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7281

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

VICE PRESIDENT APPROVAL

March 26, 2021

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

April 7, 2021
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**



SOLANO COMMUNITY COLLEGE
2021-2022
CLASSIFIED WORK CALENDAR

JULY 2021						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

21 Workdays
1 Holiday

AUGUST 2021						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

22 Workdays
0 Holidays

SEPTEMBER 2021						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

21 Workdays
1 Holiday

OCTOBER 2021						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

21 Workdays
0 Holidays

NOVEMBER 2021						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

19 Workdays
3 Holidays

DECEMBER 2021						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	*28	*29	*30	31	

20 Workdays
3 Holidays
**Campus Closed*

JANUARY 2022						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

19 Workdays
2 Holidays

FEBRUARY 2022						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

18 Workdays
2 Holidays

MARCH 2022						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

23 Workdays
0 Holidays

APRIL 2022						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

20 Workdays
1 Holiday

MAY 2022						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

21 Workdays
1 Holiday

JUNE 2022						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

22 Workdays
0 Holidays

Holiday
 Beginning of Semester/First Day of Flex
 First Day of Classes
 End of Semester

Holidays			
July 5	Independence Day Observed	Dec 31	⁶ New Year's Day
September 6	Labor Day	January 3	⁷ District Holiday - Day following New Year's Day
November 11	Veteran's Day	January 17	Martin Luther King Jr. Day
November 25	Thanksgiving Day	February 18	Lincoln's Birthday Observed
November 26	District Holiday - Friday after Thanksgiving Day	February 21	President's Day
December 24	⁴ Christmas Day	April 15	Spring Vacation Day - Friday of Spring Break week
Dec 27	⁵ District Holiday - Day following Christmas Day	May 30	Memorial Day

⁴Christmas Day - falls on a Saturday, therefore holiday is the preceding Friday
⁵Day following Christmas Day - falls on a Sunday, therefore holiday is the following Monday
⁶New Year's Day - falls on a Saturday, therefore holiday is the preceding Friday
⁷Day following New Year's Day - falls on a Sunday, therefore holiday is the following Monday

Strata Information Group, Inc.
Statement of Work
(SOLANO-SOW141-CTO2122)
March 10, 2021

Solano Community College District

Interim Chief Technology Officer

Under the terms of this Statement of Work, Strata Information Group, Inc. (SIG) will provide consulting services for the staff of Solano Community College District (SCCD) as directed, to perform the following work.

Description of Work:

SCCD is requesting an extension of the existing Interim Chief Technology (CTO) consulting services provided by SIG. The proposed timeline is for fourteen (14) months or until position is filled.

SIG's weekly rate to provide a CTO will be \$5,250/week. This will still include some limited travel expenses to enable the CTO to be on campus periodically.

Timeframe:

Begins April 30, 2021 and continues through June 30, 2022 (60 weeks). Either party may cancel this agreement with 30 days' notice.

Proposed Services:

Tasks	Number of Weeks
Provide an interim CTO to help manage and oversee the IT Department – weekly FIXED FEE engagement at 35 hours per week.	60
Total Weeks:	60

Summary of Estimated Costs:

Labor:	Travel Expenses:	Total Cost:
\$315,000	\$0 (included)	\$315,000

Breakdown of Costs:

- 32 hours / 3 days per week (on-site)
- 3 hours of remote support per week
- 3 hours of travel per week
- Travel expenses included
- Weekly cost to Solano is \$5,250

For Solano Community College District:

For Strata Information Group, Inc.:

 Robert Diamond
 Vice President, Finance and Administration

Date

DocuSigned by:

 420EAC60C4C2492...

 Henry A. Eimstad
 President

Date

Mar-10-2021

DS


General Outline of Services

These services may change depending on SCCD's priorities, needs, and availability of staff, funding, and other resources.

Detailed tasks:

As directed by the management team of SCCD, the assigned SIG CTO will assist with the following types of projects and IT initiatives.

- Assist with planning and IT infrastructure specifications related to construction projects from the Measure Q Bond
- Revise/maintain the IT Strategic Plan
- Improve communications with IT and the College community
- Participate actively as part of the College's management team
- Coordinate the installation new equipment and develop an equipment replacement schedule for campus technology
- Work with the IT staff to upgrade Banner® and Luminis®
- Evaluate and analyze the potential of migrating selected IT applications and services to a cloud environment
- Assist, as needed, with the accreditation self-study

SIG assumptions and access requirements to be provided by SCCD, as applicable:

- Provide a designated, single point of contact for SIG staff to coordinate planning and logistical needs
- Provide secure local and remote access to all required systems, software tools, or applications as required
- Provide access to IT staff, key functional users, or other staff as needed in a timely manner throughout the engagement
- Provide timely technical support to the SIG consultant(s) when needed; SIG's ability to perform requires timely support from the SCCD staff

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board
**SUBJECT: BOARD ACCEPTANCE OF DISTRICT'S 2019-2020
FINANCIAL AUDIT REPORT**

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

The Governing Board is required to provide for an independent audit of the District's financial statements and to evaluate the management controls.

Eide Bailly, LLP, Certified Public Accountants, has been engaged to conduct the District's annual Audit for Fiscal Year 2019-2020.

The Board's Audit Committee met to review and discuss the report with District staff and the representative from Eide Bailly, LLP.

At this time, District staff requests acceptance of the District Independent Audit Report for Fiscal Year 2019-2020. The audit report is provided to the Board under separate cover and is available on the District website http://www.solano.edu/finance_admin/audit.php.

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: _____

Government Code: N/A Board Policy: 3070 Estimated Fiscal Impact: N/A

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Robert V. Diamond
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER

Robert V. Diamond
Finance & Administration

VICE PRESIDENT APPROVAL

March 26, 2021

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2021

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board
**SUBJECT: BOARD ACCEPTANCE OF MEASURE Q BOND
FINANCIAL AND PERFORMANCE AUDIT FOR 2019-20**

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Proposition 39 requires that the local community college Governing Board:
a) Conduct an annual, independent performance audit to ensure that funds have been expended only on the specific projects listed in the ballot language.
b) Conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of the funds have been expended for school facility projects.

CONTINUED ON NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Information Reporting and Administrative Function

Government Code: N/A Board Policy: 3390 Estimated Fiscal Impact:

SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Robert V. Diamond
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER

Robert V. Diamond
Finance & Administration

VICE PRESIDENT APPROVAL

March 26, 2021

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2021

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: BOARD ACCEPTANCE OF MEASURE Q BOND
FINANCIAL AND PERFORMANCE AUDIT FOR 2019-20**

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

CONTINUED FROM PREVIOUS PAGE

Eide Bailly LLP, Certified Public Accountants, have been engaged to conduct Measure Q Bond Financial and Performance Audit for Fiscal Year 2019-2020.

At this time, District staff requests acceptance of the Measure Q Bond Financial and Performance Audit for Fiscal Year 2019- 2020. The audit report is provided to the Board under separate cover and is available on the District website http://www.solano.edu/finance_admin/bond_audit.php

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: APPROVAL OF AWARD TO JAMES THOMAS MEDIA
COVID-19 REMOTE INFORMATION AND SYSTEMS
IMPLEMENTATION**

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Due to Covid -19, SCC (Solano Community College) needs to create more efficient means for students to access and obtain general college and specific class information remotely. With limited campus access due to COVID, these systems are a necessary means of access for students and faculty and needed to expand SCC's web projects that keep students and potential students informed about COVID compliance protocols, status of classes, and information that would generally, be obtained in person if the campus were open. JTM (James Thomas Media) will

CONTINUED ON NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: _____

Government Code: N/A Board Policy: Estimated Fiscal Impact: \$95,000

SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Robert V. Diamond
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER

Robert V. Diamond
Finance & Administration

VICE PRESIDENT APPROVAL

March 26, 2021

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2021

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

AGENDA ITEM 12.(g)
MEETING DATE April 7, 2021

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: APPROVAL OF AWARD TO JAMES THOMAS MEDIA
COVID-19 REMOTE INFORMATION AND SYSTEMS
IMPLEMENTATION**

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

CONTINUED FROM PREVIOUS PAGE

implement multiple remote information systems to achieve these essential goals for SCC. JTM will Implement, Design, Code and Automate digital systems, programs, and web/server features for SCC. James Thomas will provide services until June 2021. “Total compensation not to exceed \$95,000, *to be paid from Federal CARES Act funds.*”

Attached is a copy of the Scope of Work.



JAMES THOMAS MEDIA LLC.

SCOPE OF WORK

CLIENT

PROJECT NAME	Solano Community College - Covid-19 Remote Information and Systems Implementation
CLIENT NAME	Celia Esposito-Noy (Superintendent - President of SCC)
BRAND	Solano Community College - Remote Information Systems
PRODUCT	COVID-19 <i>Remote Information and Systems Implementation and Web Development</i> -
DATE: March 25, 2021	

PROJECT

PURPOSE | *What are we looking to do?*

Due to Covid-19, SCC (Solano Community College) needs to create more efficient means for students to access and obtain general college and specific class information remotely. With limited campus access due to COVID, these systems are a necessary means of access for students and faculty and needed to expand SCC's web projects that keep students and potential students informed about COVID compliance protocols, status of classes, and information that would generally be obtained in person if the campus were open. JTM (James Thomas Media LLC.) will implement multiple remote information systems to achieve these essential goals for SCC. JTM will Implement, Design, Code, and Automate digital systems, programs, and web/server features for SCC.

(Client Initials: _____)

Continued....

OBJECTIVE

What does the project work to achieve?

1. Increased Server Space - Increasing JTM server space to accommodate remote access during COVID. Convert/consolidate these pages to updated design and server housing. This will eliminate multiple other current overlapping systems in use by SCC and their costs. Additionally, it will create an all-in-one system for the SCC web material and a cohesive and uniform look throughout all web pages. Current webpages are not easily accessed and have remote access issues making them inaccessible during COVID.
2. Additional Developers - JTM will expedite and employ its team of web developers to transfer all of the additional SCC data held between omni and the current SCC server. These additional developers will work quickly to code, format, and transfer this data into the newly designed SCC front end page design to ensure students have access during COVID.
3. MailChimp official SCC email communications - JTM will implement a new email server to officially communicate all important dates and information during COVID to faculty and students. (A Master Plan for these communications has been created and will be used for this system.)
4. Slido online Q&A system (in person suspended during COVID-19) - JTM will set-up Slido as a means of Q&A for faculty, students, and vendors during live events and bidding hosted by SCC. Currently implemented in a test mode. Will expand to full education version and features)
5. Zendesk ticketing systems - Zendesk ticketing system integrates with JTM workflow software to account for all SCC media and web requests. (Usually performed during in person meetings but limited due to COVID-19). As general and department webpages are converted JTM will require these requests to filter through this system for Dean and VP approval as well as set timelines for work progress. This will ensure all departments have changes made timely and accurately. Current systems do not hold this level of features for seamless requests at SCC.
6. Automated Marketing - JTM has created a marketing masterplan encompassing all information, events, and activities at SCC. Using these new systems JTM will automate this information to alert departments of needed upcoming information for outgoing marketing materials and their projected marketing date during COVID. Examples include registration, graduation planning, transfer information, counseling and tutoring information, events, etc.
7. Third Party Implementation - JTM will work with third parties such as "Tassel" to integrate their software into the newly created SCC webpages and design elements. This will ensure a seamless transition for students to explore class options and suggestions online during COVID-19. This requires web developers from both parties to code each system into a single uniform structure in the SCC ecosystem. As opposed to linking students to other third party vendors web pages and additional logins.

(Client Initials: _____)

Continued....

DELIVERABLES

Details for COVID-19 systems implementation:

This contract will include initial setup of these systems and will require additional maintenance.

All in one server upgrade and storage -

JTM increased server space with Amazon Web Services
Increased data transfer rates
Maintain word press updates to the server
Storage setup of all material and data in omni and directly on current SCC server

Additional Developers -

JTM contracted web developers to transfer all other SCC data from older systems such as Omni and the SCC server
Format and transfer existing data into JTM designed pages
Code functionality of each existing page and ensure easy user experience
Manage workload and expedited timeline of additional requested web pages

MailChimp -

Setup and create multiple audiences for distribution (Students, Faculty, Management , Etc)
Create material for programs, deadlines, and events
Create templates in SCC branding
Emergency posting and updates

Slido -

Setup virtual Q&A service and train staff on moderation
Code into existing SCC website
Expand test version into fully compatible education level system

Zendesk -

Setup and integration of virtual and automated ticketing system
Code into SCC website for easy requests process
Automate ticketing process into JTM systems and SCC systems for tracking
Work with SCC for approval process of requests and coding of features

Automated Marketing -

Input and create triggers for all accounted events approved in SCC masterplan
Set automation for each department to streamline communication
Create easy access data for SCC to audit material

Third Party Implementation -

Dedicate hours from web development team to code in third party vendor software into SCC native site
Manage process for easy student path exploration and registration

(Client Initials: _____)

Continued....

Budget:

COVID-19 Remote Information and Systems Implementation and Web Development -

Total Compensation of \$95,000.

AWS Server - 35,000
Web Developers - 30,000
MailChimp - 8,000
Slido - 5,000
Zendesk - 10,000
Automated Marketing - 5,000
Third Party Implementation - 2,000

Estimated timeline of project completion June 2021

JTM Policy

Terms

1. Cancelation. In the event of cancelation JTM must be made whole and paid for all created work.
2. Signature authority. By signing below, Client represents that it has the legal authority to execute this Agreement and agrees to be bound by same.
3. Ownership of Deliverable. Client shall be the owner of and shall be entitled to possession and use of deliverables upon final payment of all compensation owed to JTM. (JTM retains the right to use footage for promotional use)
4. Unforeseen Circumstances. JTM is not responsible for any delay caused by natural disaster, war, civil disturbance, labor dispute, contact not established with necessary parties or other cause beyond JTM's reasonable control.
5. Independent Contractor. JTM is an independent contractor and not an agent, officer or employee of Client. The parties mutually understand that this Agreement is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association.
6. Employees and Additional Contractors. JTM's Employees and contractors on site and directed at sole discretion of JTM.
7. Additional. Additional costs incurred will be billed directly to client. (Client requests additional edits, multiple canceled filming events or meetings, third party costs, additions outside of scope, etc)

DATE:

CLIENT SIGNATURE:

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: APPROVAL OF AWARD TO COURSEKEY INC. COVID-19
 QUESTIONNAIRE SOFTWARE ORDER**

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

CourseKey’s COVID-19 Questionnaire allows the institution to survey, report and document their students, faculty, and staff on whether or not they have COVID-related symptoms. The software allows users to show a green or red card before accessing the campus site.

Type and Number of Users

Faculty, Staff & Students:300-6,500.

CONTINUED ON NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Transfer-level education
 Other: _____

<i>Government Code:</i> <i>N/A</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$90,000</i>
------------------------------------	----------------------	--

SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Robert V. Diamond
 Vice President, Finance & Administration

PRESENTER’S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER

Robert V. Diamond
 Finance & Administration

VICE PRESIDENT APPROVAL

March 26, 2021

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
 Superintendent-President

April 7, 2021

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: APPROVAL OF AWARD TO COURSEKEY INC. COVID-19
QUESTIONNAIRE SOFTWARE ORDER**

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

CONTINUED FROM PREVIOUS PAGE

CourseKey Inc. will provide services from April 1, 2021 until January 1, 2023. Total amount not to exceed \$90,000. Attached is Schedule A Software Order Form 2.

Schedule A
Software Order Form - 2

This Software Order Form (this “Software Order Form”) is entered into by and between the customer identified below (“Customer”) and Course Key, Inc. (“CourseKey”) pursuant to the Master Customer Software Subscription Agreement between the parties dated March 31, 2021 (the “Agreement”). Unless otherwise defined in this Software Order Form, all initially capitalized terms will have the meaning ascribed to such terms in the Agreement

Software

CourseKey’s COVID-19 Questionnaire

Allows the institution to survey, report and document their students, faculty, and staff on whether or not they have COVID-related symptoms. The software allows users to show a green or red card before accessing the campus site.

Type and Number of Users

Faculty, Staff & Students: 300-6,500

Subscription Fees

<u>Package</u>	<u>User Count</u>	<u>Price Per User</u>	<u>Total Price Per Timeline</u>	<u>Timeline</u>
CourseKey’s COVID-19 Questionnaire Allows the institution to survey, report and document their students, faculty, and staff on whether or not they have COVID-related symptoms. The software allows users to show a green or red card before accessing the campus site.	425	\$2.00	\$7,650	2021
	5,500	\$1.25	\$82,350	2022

The Subscription Period for this Software Order Form will be from: April 1, 2021 through January 1, 2023.

Subscription fees of \$90,000 will be paid in full up front within 30 days of invoice date. Fees may be refunded or added depending on the Index Calculation and Index Period.

All amounts are due within 30 days of invoice date.

Index Period

Two (2) times per year: Every six (6) months starting from the first day of the Subscription Period as defined on cover page.

Index Calculation

At the end of each six (6) month period, an Active User count for that period will be calculated. For example, should the average monthly Active User population increase from a baseline of 300 to 350 the fee would increase based on the additional 50 students. If no Active User count is provided by the institution CourseKey reserves the right bill based on either the Active Users within the system or through the previously provided number. The minimum floor for the index calculation regardless of timing is 50% of the initially provided User population.

Acceptance

IN WITNESS WHEREOF, each of the parties have executed this Software Order Form by their duly authorized officer, as of the day and year set forth below.

COURSEKEY

Solano Community College

Signed By: Ryan Arnett

Signed By: Robert Diamond

Title: EVP Sales

Title: VP, Finance & Administration

Signature:

Signature:

Date:

Date:

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO J-WALT CONSTRUCTION, INC.
FOR CONSTRUCTION SERVICES FOR THE STEEL
FRAME OUTDOOR COVERED WELDING SHOP AREA
PROJECT ON THE FAIRFIELD CAMPUS**

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested for award of a contract to J-Walt Construction, Inc. for the Steel Frame Outdoor Covered Welding Shop Area Project. The scope of work includes demolition of existing exterior roof structures, select areas of concrete and asphalt pavement, and construction of new steel frame outdoor cover, including new lighting, minor electrical and plumbing improvements and new chain link fencing and gates to provide students a safe learning environment.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Renovate instructional space and update equipment.

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$519,200 Measure Q Funds</i>
SUPERINTENDENT'S RECOMMENDATION:		<input checked="" type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL <input type="checkbox"/> NOT REQUIRED <input type="checkbox"/> TABLE
Lucky Lofton Executive Bonds Manager		
PRESENTER'S NAME		
4000 Suisun Valley Road Fairfield, CA 94534		
ADDRESS		
(707) 863-7260		
TELEPHONE NUMBER		
Robert V. Diamond V.P., Finance & Administration		
VICE PRESIDENT APPROVAL		
March 26, 2021		
DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT		
		Celia Esposito-Noy, Ed.D. Superintendent-President
		April 7, 2021
		DATE APPROVED BY SUPERINTENDENT-PRESIDENT

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO J-WALT CONSTRUCTION, INC.
FOR CONSTRUCTION SERVICES FOR THE STEEL
FRAME OUTDOOR COVERED WELDING SHOP AREA
PROJECT ON THE FAIRFIELD CAMPUS**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Sealed bids were due on March 23, 2021, and a live-stream bid opening was conducted. The District received a total of three (3) bids for the Steel Frame Outdoor Covered Welding Shop Area Project.

<u>CONTRACTOR</u>	<u>TOTAL BID AMOUNT</u>
J-Walt Construction, Inc.	\$ 519,200
Abide Builders, Inc.	\$ 581,900
Arthulia, Inc.	BID WITHDRAWN

It was determined that J-Walt Construction, Inc. submitted the lowest responsible and responsive bid. It is recommended that the Board award a contract to J-Walt Construction, Inc. in the amount of \$ 519,200.

The contract is available online at: <http://www.solano.edu/measureq/planning.php>

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO OPTIMA INSPECTIONS INC.
 FOR PROJECT INSPECTION SERVICES FOR THE STEEL
 FRAME OUTDOOR COVERED WELDING SHOP AREA
 PROJECT**

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested to award a professional services contract to Optima Inspections Inc. for Division of State Architect (DSA) project construction inspection services for the Steel Frame Outdoor Covered Welding Shop Area Project on the Fairfield campus. The scope of work of this contract includes providing onsite inspection of all construction and all other items required by the Division of State Architect (DSA), including California Building Code, Title 24, 2019 Edition.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Renovate instructional space and update equipment.

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$19,980 Measure Q Funds</i>
SUPERINTENDENT'S RECOMMENDATION:		<input checked="" type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL <input type="checkbox"/> NOT REQUIRED <input type="checkbox"/> TABLE
Myron Hord Assistant Director of Facilities		
PRESENTER'S NAME		
4000 Suisun Valley Road Fairfield, CA 94534		
ADDRESS		Celia Esposito-Noy, Ed. D. Superintendent-President
(707) 863-7260		
TELEPHONE NUMBER		
Robert V. Diamond Interim Vice President, Finance & Administration		April 7, 2021
VICE PRESIDENT APPROVAL		DATE APPROVED BY
March 26, 2021		SUPERINTENDENT-PRESIDENT
DATE SUBMITTED TO		
SUPERINTENDENT-PRESIDENT		

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO OPTIMA INSPECTIONS INC.
FOR PROJECT INSPECTION SERVICES FOR THE STEEL
FRAME OUTDOOR COVERED WELDING SHOP AREA
PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Proposals were solicited from the firms in the Board-approved pool of project inspection firms and were due March 19, 2021. Proposals were received from Optima Inspections Inc. and TYR, Inc. Based on qualifications, proposed scope of work, and price, Optima Inspections Inc. was determined to provide the best value for this project.

The Board is asked to approve a professional services contract to Optima Inspections Inc., in the amount not to exceed \$19,980.

The contract is available online at: <http://www.solano.edu/measureq/planning.php>.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO CONSOLIDATED
ENGINEERING LABORATORIES FOR PROJECT
SPECIAL INSPECTION AND MATERIALS TESTING
SERVICES FOR STEEL FRAME OUTDOOR COVERED
WELDING SHOP AREA PROJECT**

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested to award a professional services contract to Consolidated Engineering Laboratories for project special inspection and material testing services for the Steel Frame Outdoor Covered Welding Shop Area Project. The scope of work of this contract includes providing all offsite and onsite special inspections and materials testing as required by the Division of State Architect (DSA).

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Renovate instructional spade and update equipment.

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$10,610.12 Measure Q Funds</i>
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SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Lucky Lofton
Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Robert V. Diamond
V.P., Finance & Administration

VICE PRESIDENT APPROVAL

March 26, 2021

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2021

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO CONSOLIDATED
ENGINEERING LABORATORIES FOR PROJECT
SPECIAL INSPECTION AND MATERIALS TESTING
SERVICES FOR STEEL FRAME OUTDOOR COVERED
WELDING SHOP AREA PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Proposals were solicited from firms in the Board-approved pool of project special inspection and testing firms. Proposals were received from Applied Materials & Engineering, Inc., Consolidated Engineering Laboratories, Construction Testing Services, Terracon Consultants, Inc., and Wallace Kuhl & Associates. Based on qualifications, proposed scope of work, and price, Consolidated Engineering Laboratories was determined to provide the best value for this project.

The Governing Board is asked to approve a contract to Consolidated Engineering Laboratories in an amount not to exceed \$10,610.12.

The contract is available online at: <http://www.solano.edu/measureq/planning.php>.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO SILVERADO WALLCOVERING
FOR CONSTRUCTION SERVICES FOR THE
CLASSROOM TECHNOLOGY UPGRADE – BUILDING
2700 DRY ERASE AND PROJECTABLE WALLCOVERING
PROJECT**

REQUESTED ACTION:

Information **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

Board approval is requested for award of a construction services contract to Silverado Wallcovering for the Classroom Technology Upgrade – Building 2700 Dry Erase and Projectable Wallcovering Project. The scope of work includes sanding and preparation of select existing walls and installation of new wallcovering, and associated trim, designed to be used as a dry erase surface and projectable display surface for lecture rooms 2702 and 2703 in Building 2700 located on the Fairfield campus.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Update instructional equipment

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$47,900 Measure Q Funds</i>
------------------	----------------------	--

SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Lucky Lofton
Executive Bonds Manager

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Robert V. Diamond
VP, Finance & Administration

VICE PRESIDENT APPROVAL

March 26, 2021

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2021

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO SILVERADO WALLCOVERING
FOR CONSTRUCTION SERVICES FOR THE
CLASSROOM TECHNOLOGY UPGRADE – BUILDING
2700 DRY ERASE AND PROJECTABLE WALLCOVERING
PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

A proposal was requested from Silverado Wallcovering, a contractor on the District's Pre-Approved Contractor list for the District's Board Approved CUPCAA (California Uniform Public Construction Cost Accounting Act) program. The proposal was reviewed, and the proposed pricing was determined to be fair and appropriate to the scope of work requested.

The Board is asked to approve a contract to Silverado Wallcovering in the amount of \$47,900.

The contract is available online at: <http://www.solano.edu/measureq/planning.php>.

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO AEDIS ARCHITECTS FOR THE
 FAIRFIELD CAMPUS BUILDING 300 MODERNIZATION
 PROJECT**

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

Board approval is requested for award of a professional services contract to Aedis Architects for architectural services for the Fairfield Campus Building 300 Modernization Project. This project's scope is anticipated to be a general modernization of the campus's existing Building 300. The overall goal of the project is to modernize the aging building to current standards. Aedis Architects would conduct an initial study / feasibility assessment to determine the complete future scope of Building 300's modernization.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Modernization of existing instructional space.

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$28,430 Measure Q Funds</i>
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SUPERINTENDENT'S RECOMMENDATION:	<input checked="" type="checkbox"/> APPROVAL	<input type="checkbox"/> DISAPPROVAL
	<input type="checkbox"/> NOT REQUIRED	<input type="checkbox"/> TABLE

Lucky Lofton
 Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Robert Diamond
 VP, Finance & Administration

VICE PRESIDENT APPROVAL

March 26, 2021

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

Dr. Celia Esposito-Noy
 Superintendent-President

April 7, 2021

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO AEDIS ARCHITECTS FOR THE
FAIRFIELD CAMPUS BUILDING 300 MODERNIZATION
PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The scope of work includes architectural services, coordination with engineering firms, meetings with District Staff, site investigations, review of historical documents / reports, preparation of a rough order of magnitude (ROM) construction estimate, and a final report with the studies' findings. This final report will be used to prioritize and finalize the anticipated modernization scope of this project.

A proposal was requested directly from Aedis Architects due to their experience with similar projects. Aedis Architects is listed on the District's prequalified pool of architectural firms, which was Board Approved at the April 17, 2019 Board Meeting. Aedis' proposal was reviewed and is appropriate for the scope of work requested.

Aedis Architects is recommended for award of a contract for the initial study / feasibility assessment for the Building 300 Modernization Project.

The Board is asked to approve an architectural services contract to Aedis Architects, in the amount not to exceed \$28,430.

The agreement is available online at:
<http://www.solano.edu/measureq/planning.php>.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: MEASURE Q BOND PROJECT INITIATION: ON-CAMPUS HOUSING

REQUESTED ACTION:

Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

Board approval is requested for initiation of the On-Campus Housing Project. Work done as part of this project is to evaluate and assess the need for and feasibility of on-campus housing at the Fairfield Campus. This is an anticipated partnership project whereby the District will work with a third party to plan, build, operate and maintain a housing project located on campus property. This is commonly referred to as a "P3" (Public-Private Partnership) project.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other:

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: N/A. Projects are part of the total Measure Q expenditure of \$348,000,000</i>
------------------	----------------------	--

SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Lucky Lofton
Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Robert V. Diamond
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

March 26, 2021

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2021

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: MEASURE Q BOND PROJECT INITIATION: ON-CAMPUS
HOUSING**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

On December 2, 2020, the Board approved the 2020 Facilities Master Plan, which included an on-campus housing project. The concept is for co-generational housing providing college students, seniors and potentially other community members the opportunity to live on the Fairfield campus.

The Board is asked to approve the initiation of the On-Campus Housing Project as described in the attached Project Initiation Form.



**SOLANO CCD CAPITAL IMPROVEMENT PROGRAM
Project Initiation Form**

Campus:	District Wide _____	Date:	04/07/21
Building Name(s):	N/A _____	Project No.:	TBD
Project Name:	On-Campus Housing		
Project Scope:	<u>Work done under this project is to evaluate and assess the need for and feasibility of on-campus housing at the Fairfield Campus. This project is anticipated as a partnership project whereby the District will work with a third party to plan, build, operate and maintain a housing project located on campus property. This is commonly referred to as a "P3" project. The current project cost estimate assumes that funding for this project will primarily be paid for by the third party, and the District will pay for the initial needs analysis and feasibility study. The project includes the following components: needs assessment and feasibility study, planning, design, construction, and operations and maintenance services.</u>		
Project Cost Estimate:	\$ 500,000	Building Square Footage:	N/A
Construction Cost Estimate:	\$ -	Construction Cost/Sq. Ft.:	N/A
Funding Source(s):	Measure Q Bond Funds		
Design Consultant:	TBD		
Design Start Date:	Feasibility study anticipated to start in June 2021.		
Construction Start/End Schedule:	TBD / TBD		
Delivery Method:	P3 (Public-Private Partnership)		
Comments:	Project is part of the February 17, 2021 Board approved Measure Q Bond Spending Plan.		
KCEM Project Manager	Priscilla Meckley/Noe Ramos		
Submitted by:	_____ Priscilla Meckley Program Director, Kitchell CEM		
PROJECT AUTHORIZATION			
	_____ Priscilla Meckley Program Director Kitchell CEM		_____ Lucky Lofton Executive Bonds Manager Solano Community College District

PLEASE NOTE: This PIF (Project Initiation Form) is provided at the onset of a large stand-alone project or for a bond spending plan category when a new tranche is established. This form summarizes the overall intent for the project or bond spending plan category prior to the start of the work. It is expected that (after initiation) scope, schedule and budget will likely change as the work is done. This PIF is not resubmitted to reflect these changes, if and when they occur, as Board of Trustees are informed of and take action upon (per policy and procedures) project and program work as it progresses.

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: MEASURE Q BOND PROJECT INITIATION: SOLAR ENERGY

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested for initiation of the Solar Energy Project. This project is to add solar production to the District’s Fairfield Campus with the application of solar photovoltaic arrays. The project goal is to completely offset current energy consumption with the potential of over production (up to an anticipated 5 megawatts) for the Fairfield Campus.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Transfer-level education
 Other:

Ed. Code: Board Policy: Estimated Fiscal Impact: N/A. Projects are part of the total Measure Q expenditure of \$348,000,000

SUPERINTENDENT’S RECOMMENDATION:

- APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Lucky Lofton
Executive Bonds Manager

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Robert V. Diamond
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

March 26, 2021

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2021

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

AGENDA ITEM 12.(o)
MEETING DATE April 7, 2021

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: MEASURE Q BOND PROJECT INITIATION: SOLAR
ENERGY**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

On December 2, 2020, the Board approved the 2020 Facilities Master Plan update, which included the development of a solar photovoltaic field on the Fairfield Campus. This solar field will aid the District in its goal to offset current energy consumption.

The Board is asked to approve the initiation of the Solar Energy Project as described in the attached Project Initiation Form.



**SOLANO CCD CAPITAL IMPROVEMENT PROGRAM
Project Initiation Form**

Campus:	District Wide _____	Date:	04/07/21 _____
Building Name(s):	N/A _____	Project No.:	814060 _____
Project Name:	Solar Energy _____		
Project Scope:	<u>Work done under this project is to add solar production to the District's Fairfield Campus with the application of solar photovoltaic arrays. The project goal is to completely offset current energy consumption with the potential of over production (up to 5 megawatts) for the Fairfield Campus. The project includes the following components: feasibility study, assessment, planning, design, construction, and operation/maintenance.</u>		
Project Cost Estimate:	\$ 13,000,000 _____	Building Square Footage:	N/A _____
Construction Cost Estimate:	\$ 9,750,000 _____	Construction Cost/Sq. Ft.:	N/A _____
Funding Source(s):	Measure Q Bond Funds _____		
Design Consultant:	TBD _____		
Design Start Date:	Feasibility study anticipated to start in April 2021 _____		
Construction Start/End Schedule:	June 2022 / December 2022 _____		
Delivery Method:	Design-Build _____		
Comments:	<u>Project is part of the February 17, 2021 Board approved Measure Q Bond Spending Plan.</u>		
KCEM Project Manager	Noe Ramos _____		
Submitted by:	<p align="center">_____ Priscilla Meckley Program Director, Kitchell CEM</p>		
PROJECT AUTHORIZATION			
	<p>_____ Priscilla Meckley Program Director Kitchell CEM</p>		<p>_____ Lucky Lofton Executive Bonds Manager Solano Community College District</p>

PLEASE NOTE: This PIF (Project Initiation Form) is provided at the onset of a large stand-alone project or for a bond spending plan category when a new tranche is established. This form summarizes the overall intent for the project or bond spending plan category prior to the start of the work. It is expected that (after initiation) scope, schedule and budget will likely change as the work is done. This PIF is not resubmitted to reflect these changes, if and when they occur, as Board of Trustees are informed of and take action upon (per policy and procedures) project and program work as it progresses.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: APPROVAL OF CONTRACT CHANGE ORDER #12 TO
BHM CONSTRUCTION, INC. FOR THE FAIRFIELD
LIBRARY/LEARNING RESOURCE CENTER PROJECT**

REQUESTED ACTION:

Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

Board approval is requested for Change Order #12 to the Contract with BHM Construction, Inc., the general contractor for the Fairfield Library/Learning Resource Center (LLRC) Project. On October 16, 2019 the Board approved a contract with BHM Construction, Inc. (BHM) for the Fairfield LLRC Project.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Provide complete functionality of new LLRC building

Ed. Code: Board Policy: Estimated Fiscal Impact: \$658,437.00 State and Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Lucky Lofton
Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Vice President, Finance and Administration

VICE PRESIDENT APPROVAL

March 26, 2021

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2021

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT CHANGE ORDER #12 TO BHM
CONSTRUCTION, INC. FOR THE FAIRFIELD
LIBRARY/LEARNING RESOURCE CENTER PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

During the process of construction, RFI (Request for Information) / Submittal review and project inspection, the following issues/changes were noted/required:

- Fire sprinkler emergency generator and associated electrical costs
- Electrical changes required for compliance with elevator manufacturer requisites
- Added cable and cable tray resulting from fire sprinkler conflicts
- Fiber optic infrastructure upgrade/futureproofing requested by IT
- Skylight covering due to inclement weather
- Redesign of aluminum trim to allow for installation of FRP (Fibre-Reinforced Plastic) panels
- Additional steel penetrations due to unforeseen conditions
- Change to bird/bat exclusion material on 1st floor not entirely detailed
- Louvers and attachments not detailed or shown properly in drawings
- Owner requested walkway to Building 700
- Additional backing strap at roof parapet required due to unforeseen conditions
- Change to bird/bat exclusion material on 2nd floor not entirely detailed
- Condensate drain lines not shown in drawings
- Wall framing not shown in drawings
- Drift joint sealant not detailed in drawings
- Additional welding and steel due to unforeseen conditions during installation of windows and fire sprinkler at the skylight
- Addition of dutch door to IT office at owner's request
- Added elevator steel frame to meet elevator manufacturer requirements
- Additional sprinkler head required to meet code
- Additional grinding/welding/steel for rooftop HVAC units not detailed in drawings
- Additional framing/reinforcement for skylight per DSA (Division of State Architect) requirements
- Lighting fixtures not shown in drawings
- Additional electrical outlet at circulation desk at owner's request

BHM's Change Order Request includes all costs of both time and material of the aforementioned changes.

Following is a summary of the Contract:

\$30,279,100.00	Original Contract Amount
\$685,944.00	Previously Approved Change Orders (11)
\$658,437.00	Proposed Change Order #12
<hr/>	
\$31,623,481.00	NEW Contract Amount, Including Change Order #12

The Board is asked to approve this Change Order #12 to BHM Construction in the amount of \$658,437.00 resulting in a new contract amount of \$31,623,481.00.

The agreement is available online at: <http://www.solano.edu/measureq/planning.php>

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: COLLEGE AND CAREER ACCESS PATHWAYS (CCAP)
PARTNERSHIP AGREEMENT BETWEEN SOLANO
COMMUNITY COLLEGE AND SOLANO COUNTY
OFFICE OF EDUCATION’S ELITE PUBLIC SCHOOLS**

REQUESTED ACTION:

- Information** **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

A partnership agreement between Solano Community College and SCOE’s ELITE Public Schools in Vallejo is presented for review and approval by the Governing Board. CCAPs were established by AB 288 (Holden) in 2015 with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, or helping high school pupils achieve college and career readiness. Approval of this agreement provides access to early college opportunities at the high school site, serves a more diverse population of students, and increases collaboration between the high school district and the community college district. The goals and terms are outlined in the agreement which will be in effect from July 1, 2021 – June 30, 2024.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Transfer-level education
 Other: _____

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact:</i>	<i>\$0</i>
SUPERINTENDENT’S RECOMMENDATION:		<input type="checkbox"/> APPROVAL	<input type="checkbox"/> DISAPPROVAL
		<input type="checkbox"/> NOT REQUIRED	<input type="checkbox"/> TABLE
David Williams, Ph.D. Vice President, Academic Affairs		Celia Esposito-Noy, Ed.D. Superintendent-President	
PRESENTER’S NAME 4000 Suisun Valley Road Fairfield, CA 94534			
ADDRESS 707 864-7117			
TELEPHONE NUMBER David Williams, Ph.D. Vice President, Academic Affairs		April 7, 2021	
VICE PRESIDENT APPROVAL March 26, 2021		DATE APPROVED BY SUPERINTENDENT-PRESIDENT	
DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT			

**COLLEGE AND CAREER ACCESS PATHWAYS
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT
2021-2024 ELITE Public Schools**

This College and Career Access Pathways Partnership Agreement (CCAP Agreement) is between Solano Community College District on behalf of Solano College (“COLLEGE”), 4000 Suisun Valley Road, Fairfield, CA 94534, and Solano County Office of Education on behalf of ELITE Public Schools (“SCHOOL DISTRICT”), 100 Whitney Avenue Vallejo, CA 94589.

WHEREAS, the mission of the COLLEGE includes providing educational programs and services that are responsive to the needs of the students and communities within the Solano Community College District; and

WHEREAS, students who complete college credit while enrolled in high school are more likely to earn high school diplomas, to enroll in community colleges and four-year colleges, to attend post-secondary education on a full-time basis, and to complete degrees in those institutions than students without these experiences; and

WHEREAS, SCHOOL DISTRICT is a public school district serving grades 9-12 located in Solano County and within the regional service area of the COLLEGE unless otherwise specified and agreed to as specified in Sec. 2 (e); and

WHEREAS, the COLLEGE and SCHOOL DISTRICT desire to enter into this CCAP Agreement for the purpose of offering or expanding dual enrollment opportunities, consistent with the provisions of AB 288, for high school students “who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, and helping high school students to achieve college and career readiness.”

WHEREAS, instruction will comply with the student enrollment requirements, curriculum guidelines, recommendations and procedures promulgated by applicable law, the California Community College Chancellor’s Office and COLLEGE;

NOW THEREFORE, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. TERM OF AGREEMENT

- 1.1 The term of this CCAP Agreement shall be for three (3) years beginning on July 1, 2021 and ending on June 30, 2024, and will be subject to renewal, unless otherwise terminated in accordance with Section 19 of this Agreement.
- 1.2 This CCAP Agreement outlines the terms of the Agreement. The CCAP Agreement Appendix shall specify additional detail regarding, but not be limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those courses; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of students to benefit from those courses. The CCAP Agreement Appendix shall also establish protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school students to enroll in community college courses. Sec. 2 (c)(1)

- 1.3 The CCAP Agreement Appendix shall identify a point of contact for the participating community college district and school district partner. Sec. 2 (c)(2)
- 1.4 A copy of the COLLEGE AND SCHOOL DISTRICT CCAP Agreement shall be filed with the office of the Chancellor of the California Community Colleges before the start of the CCAP partnership. Sec. 2 (c)(3)

2. DEFINITIONS

- 2.1 CCAP Agreement Courses - Courses offered as part of this CCAP Agreement shall be community college courses acceptable towards a career technical education credential or certificate, or preparation for transfer, or appropriate to improve high school graduation rates or help high school students achieve college and career readiness. All community college courses offered at the SCHOOL DISTRICT have been approved in accordance with the policies and guidelines of the COLLEGE and applicable law. Sec. 2 (a)
- 2.2 Consistent with AB 288, this CCAP Agreement may include “students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)
- 2.3 Student - A resident or nonresident student attending high school in California. Pursuant to SB 150 Concurrent enrollment in secondary school and community college: nonresident tuition exemption: Effective January 1, 2014, concurrently enrolled students (high school students enrolled in college classes) who are classified as nonresident students for tuition purposes may be eligible for the SB 150 waiver of nonresident tuition while still in high school. Students must be special admit part-time students who are attending high school in California.

3. STUDENT ELIGIBILITY, SELECTION AND ENROLLMENT, ADMISSION, REGISTRATION, MINIMUM SCHOOL DAY

- 3.1 Student Eligibility - Students who “may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, and assisting high school students to achieve college and career readiness” Sec. 2 (a) and “students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)
- 3.2 Student Selection and Enrollment - Enrollment shall be open to all eligible students as part of the CCAP Agreement who have been admitted to the COLLEGE and who meet all applicable prerequisites. Student selection criteria may be further specified in the CCAP Agreement Appendix. Applicable prerequisite courses, training, or experience and standards required as preparation for courses offered through the CCAP Agreement will be determined by COLLEGE and shall comply with applicable law and the COLLEGE standards and policies.

- 3.3 College Admission and Registration - Procedures for students participating in the CCAP Agreement shall be governed by the COLLEGE and shall comply with the admissions and registration guidelines set forth in applicable law and the COLLEGE policy.
- 3.4 Student Records – It is the responsibility of the student to follow the COLLEGE process when requesting an official COLLEGE transcript for grade submission to the SCHOOL DISTRICT unless otherwise specified in the Appendix.
- 3.5 Priority Enrollment - A COLLEGE participating in this CCAP Agreement may assign priority course registration to a student seeking to enroll in a community college course that is required for the student’s CCAP partnership program that is equivalent to the priority assigned to a pupil attending middle college high school as described in Section 11300 and consistent with middle college high school provisions in Section 76001. Sec. 2 (3)(g)
- 3.6 As part of a CCAP Agreement, a participating community college district shall not provide physical education course opportunities to high school students or any other course opportunities that do not assist in the attainment of the goals associated with career technical education or preparation for transfer, improving high school graduation rates, or helping high school students achieve career and college readiness. Sec. 2 (d)
- 3.7 Students participating in a CCAP Agreement may enroll in up to a maximum of 15 units per term per conditions specified in AB 288, Sec. 2 (p)(1)(2)(3). Specifically, the units must constitute no more than four community college courses per term and be part of an academic program that is part of the Agreement designed to award students with both a high school diploma and an associate degree or certificate or a credential.
- 3.8 Minimum School Day - The SCHOOL DISTRICT shall certify that it shall teach SCHOOL DISTRICT students participating as part of a CCAP Agreement no less than the number of instructional minutes required to complete a minimum school day pursuant to Education Code §§ 46141 and 46142.

4. COLLEGE ENROLLMENT AND APPLICATION PROCEDURES

- 4.1 The COLLEGE will be responsible for processing student enrollment applications.
- 4.2 The COLLEGE will provide the necessary admission and enrollment forms and procedures and both COLLEGE and SCHOOL DISTRICT will jointly ensure that each applicant has met all the enrollment requirements, including liability and medical care coverage requirements, if any.
- 4.3 The SCHOOL DISTRICT agrees to assist COLLEGE in the application and enrollment of SCHOOL DISTRICT students as may be necessary and requested by COLLEGE.
- 4.4 The SCHOOL DISTRICT and COLLEGE understand and agree that successful COLLEGE registration requires that each participating student has completed the COLLEGE enrollment application process prior to the start of the course.

5. PARTICIPATING STUDENTS

- 5.1 A high school student enrolled in a course offered through a CCAP Agreement shall not be assessed any fee that is prohibited by Education Code Section 49011. See also Sec. 2 (f)(q). The governing board of a community college district participating in a CCAP partnership agreement established pursuant to this article shall exempt special part-time students described in subdivision (p) from the fee requirements in Sections 76060.5, 76140, 76223, 76300, 76350, and 79121.
- 5.2 The total cost of books and instructional materials for SCHOOL DISTRICT students who enroll in a COLLEGE course offered as part of this CCAP Agreement will be specified in the Appendix to this Agreement. Costs will be borne by SCHOOL DISTRICT. Books and instructional materials purchased by the SCHOOL DISTRICT will remain the property of and housed at the SCHOOL DISTRICT. The COLLEGE will ensure, whenever possible, textbooks remain the same throughout the term of the CCAP agreement. Both SCHOOL DISTRICT and COLLEGE will pursue methods of keeping textbook costs to a minimum.
- 5.3 Participating students must meet all prerequisite requirements of the COLLEGE as established by the COLLEGE and stated in the college catalog before enrolling in a course offered as part of this CCAP Agreement.
- 5.4 Grades earned by students enrolled in courses offered as part of this CCAP Agreement will be posted on the official COLLEGE transcript. Students may submit a request for Pass/No Pass if the course is designated as such in the COLLEGE catalog. Pass/No Pass grades are not factored into the student's college Grade Point Average (GPA); such courses may or may not be accepted by other colleges or universities or accepted by some majors.
- 5.5 Students enrolled in courses offered as part of this CCAP Agreement will be directed to the official catalog of the COLLEGE for information regarding applicable policies and procedures.
- 5.6 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement will be eligible for student support services, which shall be available to them at the COLLEGE or through the SCHOOL DISTRICT. COLLEGE shall ensure that student support services, including counseling and guidance, and tutoring are available to participating students at the COLLEGE. SCHOOL DISTRICT shall ensure that support services, including counseling and guidance, and assistance with course selection are available to students at the SCHOOL DISTRICT.
- 5.7 Students requiring reasonable accommodations for COLLEGE courses offered at the SCHOOL DISTRICT as part of this CCAP Agreement will receive services through the SCHOOL DISTRICT. Students requiring reasonable accommodations for COLLEGE courses offered at the COLLEGE will receive services through the COLLEGE. Reasonable accommodations for students enrolled in college courses do not necessarily align with a student's school district IEP.

- 5.8 Students who withdraw from courses offered as part of this CCAP Agreement will not receive COLLEGE credit and will receive the appropriate administrative notation. Students must comply with, and submit appropriate information/paperwork, by all published deadlines. Transcripts will be annotated according to COLLEGE policy.
- 5.9 A course dropped within the COLLEGE drop “without a W” deadline will not appear on the SCHOOL DISTRICT or the COLLEGE transcript and will not count towards the number of enrollments or attempts to complete the course.
- 5.10 Enrollment in a course offered as part of this CCAP Agreement is limited in accordance with College enrollment policies and state restrictions.

6. CCAP AGREEMENT COURSES

- 6.1 The COLLEGE may limit enrollment in a community college course solely to eligible high school students if the course is offered at a high school campus during the regular school day and the community college course is offered pursuant to a CCAP Agreement. Sec. 2 (o)(1)
- 6.2 The COLLEGE is responsible for all courses and educational programs offered as part of this CCAP Agreement regardless of whether the course and educational program is offered on site at the SCHOOL DISTRICT or at the COLLEGE.
- 6.3 The scope, nature, time, location, and listing of courses shall be offered and determined by the COLLEGE with the approval of the Governing Board and will be recorded in the Appendix to this Agreement. Sec. 2 (c)(1)
- 6.4 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be of the same quality and rigor as those offered on COLLEGE campus and shall comply with the COLLEGE academic standards.
- 6.5 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be part of an academic or career pathway offered at the COLLEGE; for the terms of this agreement, a pathway is defined as at least two courses taken in sequence.
- 6.6 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be listed in the COLLEGE catalog with the same department designations, course descriptions, numbers, titles, and credits.
- 6.7 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated COLLEGE academic department.
- 6.8 Courses offered as part of this CCAP Agreement will comply with all applicable regulations, policies, procedures, prerequisites and standards applicable to COLLEGE as well as any corresponding policies, practices, and requirements of the SCHOOL DISTRICT. In the event of a conflict between the COLLEGE course related regulations, policies, procedures, prerequisites and standards and SCHOOL DISTRICT policies, practices and requirements, the COLLEGE regulations, policies, procedures, prerequisites, and standards, shall prevail.

- 6.9 Site visits and instructor evaluations by one or more representatives of the COLLEGE shall be permitted by the SCHOOL DISTRICT to ensure that courses offered as part of this CCAP Agreement in the SCHOOL DISTRICT are the same as the courses offered on the COLLEGE campus and in compliance with the COLLEGE academic standards.
- 6.10 A student's withdrawal prior to completion of a course offered as part of this CCAP Agreement shall be in accordance with COLLEGE guidelines, policies, pertinent statutes and regulations and will remain on the student's college transcript.
- 6.11 Supervision and evaluation of students enrolled in courses offered as part of this CCAP Agreement shall be in accordance with the COLLEGE guidelines, policies, pertinent statutes, and regulations.
- 6.12 COLLEGE has the sole right to oversee the instructional activities of all instructors, including conducting performance reviews and providing recommendations for professional development.
- 6.13 This CCAP Agreement certifies that any remedial course taught by community college faculty at a partnering high school campus shall be offered only to high school students who do not meet their grade level standard in math, English, or both on an interim assessment in grade 10 or 11, as determined by the partnering SCHOOL DISTRICT, and shall involve collaborative effort between the SCHOOL DISTRICT and the COLLEGE faculty to deliver an innovative remediation course as an intervention in the student's junior or senior year to ensure the student is prepared for college-level work upon graduation. Sec. 2 (n)

7. INSTRUCTOR(S)

- 7.1 All instructors teaching COLLEGE courses offered as part of this CCAP Agreement must meet the minimum qualifications for instruction in a California community college as set forth in Title 5 California Code of Regulations, Sections 53410 and 58060 or as amended and be hired by the COLLEGE.
- 7.2 The CCAP Agreement Appendix shall specify which participating SCHOOL DISTRICT or COLLEGE will be the employer of record for purposes of assignment monitoring and reporting to the county office of education. Sec. 2 (m)(1)
- 7.3 This CCAP Agreement specifies the SCHOOL DISTRICT will assume reporting responsibilities pursuant to applicable federal teacher quality mandates. Sec. 2 (m)(2)
- 7.4 Instructors who teach COLLEGE courses offered as part of this CCAP Agreement must provide the supervision and control reasonably necessary for the protection of the health and safety of students and may not have any other assigned duty during the instructional activity.
- 7.5 Instructors who teach COLLEGE courses shall comply with the fingerprinting requirements set forth in Ed Code § 45125 or as amended and the tuberculosis testing and risk assessment requirements of California Health and Safety Code § 121525 or as amended.

- 7.6 Prior to teaching, faculty shall receive discipline-specific training and orientation from COLLEGE regarding, but not limited to, course curriculum, assessment criteria, pedagogy, course philosophy, testing and grading procedures record keeping, and other instructional responsibilities. Said training may be approved and provided by the COLLEGE. Faculty will be required to comply with college attendance reporting, student referral reporting, and grade submission processes and deadlines.
- 7.7 Faculty will participate in professional development activities sponsored by the COLLEGE as required by the terms and condition of the contract and shall be encouraged to participate in ongoing collegial interaction to include, but not limited to course content, course delivery, assessment, evaluation, and/or research and development in the field.
- 7.8 Faculty performance shall be evaluated by the COLLEGE using the adopted evaluation process and standards for faculty of the COLLEGE, subject to the approval of the COLLEGE.
- 7.9 SCHOOL DISTRICT personnel selected to be instructors will be subject to the authority of the COLLEGE specifically with regard to their duties as instructors.
- 7.10 The COLLEGE and SCHOOL DISTRICT jointly determine the subject areas of instruction. The COLLEGE shall determine the number of instructors and the ratio of instructors to students.

8. ASSESSMENT OF LEARNING AND CONDUCT

- 8.1 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same standards of achievement as students in courses taught on the COLLEGE campus.
- 8.2 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same grading standards as those expected of students in courses taught on the COLLEGE campus.
- 8.3 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be assessed using the same methods (e.g., papers, portfolios, quizzes, labs, etc.) as students in courses taught on the COLLEGE campus.
- 8.4 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same behavioral standards as those expected of students in courses taught both at the SCHOOL DISTRICT and on the COLLEGE campus. Both parties will review standards for student behavior and the student discipline process and work together in resolving behavioral issues.

9. LIAISON AND COORDINATION OF RESPONSIBILITIES

- 9.1 The COLLEGE shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between COLLEGE and SCHOOL DISTRICT in conformity with the COLLEGE policies and standards. Sec. 2 (c)(2)
- 9.2 The SCHOOL DISTRICT shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between SCHOOL DISTRICT and COLLEGE in conformity with SCHOOL DISTRICT policies and standards. Sec. 2 (c)(2)
- 9.3 The COLLEGE will provide SCHOOL DISTRICT personnel with reasonable assistance, direction and instruction in how to fulfill their responsibilities under this CCAP Agreement, including completing the enrollment application process, outreach/recruitment activities and compliance with the COLLEGE policy and COLLEGE procedures and academic standards.
- 9.4 The SCHOOL DISTRICT shall provide personnel to perform clerical services and services associated with student outreach and recruitment activities, completing the application process, the enrollment of eligible students and other related services as deemed necessary.
- 9.5 The SCHOOL DISTRICT's personnel will perform services specified in 9.4 as part of their regular assignment. SCHOOL DISTRICT personnel performing these services will be employees of SCHOOL DISTRICT, subject to the authority of SCHOOL DISTRICT, but will also work collaboratively with the COLLEGE, specifically with regard to their duties pertaining to the COLLEGE courses.
- 9.6 This CCAP Agreement requires an annual report as specified in the Appendix, to the office of the Chancellor of the California Community Colleges by each participating COLLEGE and SCHOOL DISTRICT on all the following information: Sec. 2 (t)(1)(A-D)
- The total number of high school students by school site enrolled in each partnership, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws. Sec. 2 (t)(1)(A)
 - The total number of community college courses by course category and type and by school site enrolled in by CCAP partnership participants. Sec. 2 (t)(1)(B)
 - The total number and percentage of successful course completions, by course category and type and by school site, of CCAP partnership participants. Sec. 2 (t)(1)(C)
 - The total number of full-time equivalent students generated by CCAP partnership community college district participants. Sec. 2 (t)(1)(D)

10. APPORTIONMENT

- 10.1 The COLLEGE shall include the students enrolled in a CCAP Agreement course in its report of full-time equivalent students (FTES) for purposes of receiving state apportionments when the course(s) complies with current requirements for dual enrollment under applicable California law.
- 10.2 For purposes of allowances and apportionments from Section B of the State School Fund, a community college district conducting a closed course on a high school campus shall be credited with those units of full-time equivalent students attributable to the attendance of eligible high school students. Sec. 2 (o)(2)
- 10.3 The COLLEGE shall not receive a state allowance or apportionment for an instructional activity for which the SCHOOL DISTRICT has been, or shall be, paid an allowance or apportionment. Sec. 2 (r)
- 10.4 The attendance of a high school student at a community college as a special part-time or full-time student pursuant to this section is authorized attendance for which the community college shall be credited or reimbursed pursuant to Section 48802 or 76002, provided that no school district has received reimbursement for the same instructional activity. Sec. 2 (s)

11. CERTIFICATIONS

- 11.1 The SCHOOL DISTRICT certifies that the direct education costs of the courses offered as part of this CCAP Agreement are not being fully funded through other sources.
- 11.2 The COLLEGE certifies that it has not received full compensation for the direct education costs for the courses offered as part of this CCAP Agreement from other sources.
- 11.3 The SCHOOL DISTRICT agrees and acknowledges that the COLLEGE will claim apportionment for the SCHOOL DISTRICT students enrolled in community college course(s) under this CCAP Agreement.
- 11.4 This CCAP Agreement certifies that any COLLEGE instructor teaching a course on a SCHOOL DISTRICT campus has not been convicted of any sex offense as defined in Ed Code § 87010 or as amended, or any controlled substance offense as defined in Ed Code § 87011 or as amended. Sec. 2 (h)
- 11.5 This CCAP Agreement certifies that any community college instructor teaching a course at the partnering high school campus has not displaced or resulted in the termination of an existing high school teacher teaching the same course on that high school campus. Sec. 2 (i)
- 11.6 This CCAP Agreement certifies that a qualified high school teacher teaching a course offered for college credit at a high school campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the partnering community college campus. Sec. 2 (j)

11.7 The COLLEGE certifies that:

- A community college course offered for college credit at the participating SCHOOL DISTRICT does not reduce access to the same course offered at the partnering COLLEGE. Sec. 2 (k)(1)
- A community college course that is oversubscribed or has a waiting list shall not be offered or included in this Agreement, whenever possible. Sec. 2 (k)(2)
- The Agreement is consistent with the core mission of the COLLEGE pursuant to Section 66010.4, and that students participating in this Agreement will not lead to displacement of otherwise eligible adults at the COLLEGE. Sec. 2 (k)(3)

11.8 This Agreement certifies that the SCHOOL DISTRICT and COLLEGE comply with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching a CCAP Agreement course offered for high school credit. Sec. 2 (l)

12. PROGRAM IMPROVEMENT

12.1 The COLLEGE and the SCHOOL DISTRICT may annually conduct surveys of participating SCHOOL DISTRICT students, instructors, principals, and guidance counselors for the purpose of informing practice, making adjustments, and improving the quality of courses offered as part of this CCAP Agreement.

13. RECORDS

13.1 Permanent records of student enrollment, attendance, grades and achievement for students under this CCAP agreement shall be maintained by COLLEGE.

13.2 Each party shall maintain records pertaining to this CCAP Agreement as may be required by federal and state law. Each party may review and obtain a copy of the other party's pertinent records subject to federal and state privacy statutes. Students enrolled in CCAP Agreement courses authorize the COLLEGE to provide a transcript to SCHOOL DISTRICT upon completion of the course.

14. REIMBURSEMENT

14.1 The financial arrangements implied herein may be adjusted annually by a duly adopted written Appendix to this CCAP Agreement.

15. FACILITIES

15.1 The SCHOOL DISTRICT will provide adequate classroom space at its facilities, or other mutually agreed upon location, to conduct the instruction and do so without charge to the COLLEGE or students. SCHOOL DISTRICT agrees to clean, maintain, and safeguard SCHOOL DISTRICT's premises. SCHOOL DISTRICT warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes.

- 15.2 The SCHOOL DISTRICT will furnish, at its own expense, all course materials, specialized equipment, books and other necessary equipment for all SCHOOL DISTRICT students. The parties understand that such equipment and materials are SCHOOL DISTRICT's sole property. The instructor shall determine the type, make, and model of all equipment, books and materials to be used during each course offered as part of this CCAP Agreement. SCHOOL DISTRICT understands that no equipment or materials fee may be charged to students except as may be provided for by Education Code 49011.
- 15.3 The COLLEGE facilities may be used subject to mutually agreement by the parties as expressed in the Appendix to this Agreement.
- 15.4 SCHOOL DISTRICT agrees to provide instructor and students access to necessary software, websites, and to maintain IT systems essential to instruction and completion of the course.

16. INDEMNIFICATION

- 16.1 The SCHOOL DISTRICT agrees to and shall indemnify, save and hold harmless the COLLEGE and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of SCHOOL DISTRICT's performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the SCHOOL DISTRICT, its officers, employees, independent contractors, subcontractors, agents and other representatives.
- 16.2 The COLLEGE agrees to and shall indemnify, save and hold harmless the SCHOOL DISTRICT and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of COLLEGE'S performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the COLLEGE its officers, employees, independent contractors, subcontractors, agents and other representatives.

17. INSURANCE

- 17.1 The SCHOOL DISTRICT, in order to protect the COLLEGE, its agents, employees and officers against claims and liability for death, injury, loss and damage arising out of or in any manner connected with the performance and operation of the terms of this agreement, shall secure and maintain in force during the entire term of this agreement, insurance coverage or an approved program of self-insurance in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) per incident, and property damage insurance of not less than ONE HUNDRED THOUSAND DOLLARS (\$100,000) per accident with an admitted California insurer duly licensed to engage in the business of insurance in the State of California, or public entity risk management Joint Powers Authority, authorized to provide public liability and property damage insurance in the state of California. Said policy of insurance, insurance coverage through a public entity risk management JPA or program of self-insurance shall expressly name the COLLEGE, its agents, employees and officers as an additional insured for the purposes of this Agreement. A certificate of insurance including such endorsement shall be furnished to the COLLEGE.
- 17.2 For the purpose of Workers' Compensation, the COLLEGE shall be the "primary employer" for all its personnel who perform services as instructors. The COLLEGE shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by COLLEGE personnel made in connection with performing services and receiving instruction under this Agreement. COLLEGE agrees to hold harmless, indemnify, and defend SCHOOL DISTRICT, its directors, officers, agents, and employees from any liability resulting from its failure to process, investigate, defend, or pay any workers' compensation claims by COLLEGE personnel connected with providing services under this Agreement.
- 17.3 For the purpose of Workers' Compensation, the SCHOOL DISTRICT shall be the "primary employer" for all its personnel who perform services as instructors. The SCHOOL DISTRICT shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by SCHOOL DISTRICT personnel made in connection with performing services and receiving instruction under this Agreement. SCHOOL DISTRICT agrees to hold harmless, indemnify, and defend COLLEGE, its directors, officers, agents, and employees from any liability resulting from its failure to process, investigate, defend, or pay any workers' compensation claims by SCHOOL DISTRICT personnel connected with providing services under this Agreement.

18. NON-DISCRIMINATION

- 18.1 Neither the SCHOOL DISTRICT nor the COLLEGE shall discriminate on the basis of race or ethnicity, gender, nationality, physical or mental disability, sexual orientation, religion, or any other protected class under California State or federal law.

19. TERMINATION

- 19.1 Either party may terminate this Agreement by giving written notice specifying the effective date and scope of such termination. The termination notice must be presented by January 15 for the following fall semester and by September 1 for the following spring semester, for the purpose of ensuring sufficient time for scheduling courses and other administrative processes. Written notice of termination of this Agreement shall be addressed to the responsible person listed in Section 20 below.

20. NOTICES

- 20.1 Any and all notices required to be given hereunder shall be deemed given when personally delivered, sent by email, or deposited in the U.S. Mail, postage to be prepaid, to the following addresses:

COLLEGE

Solano Community College District

Solano Community College

4000 Suisun Valley Road

Fairfield, CA 94534

Attn: David Williams, Vice President of Academic Affairs, Solano Community College

SCHOOL DISTRICT

Solano County Department of Education

100 Whitney Avenue Vallejo, CA 94589

Attn: Dr. Alana Shackelford, Deputy CEO

Ernani Santos, Principal

21. INTEGRATION

- 21.1 This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement. All agreements or representations, express or implied, oral or written, of the Parties with regard to the subject matter hereof are incorporated into this Agreement.

22. MODIFICATION AND AMENDMENT

- 22.1 No modifications or amendments of any of the terms or provisions of this CCAP Agreement shall be binding unless made in writing and signed by the Parties.

23. GOVERNING LAWS

- 23.1 This agreement shall be interpreted according to the laws of the State of California.

24. COMMUNITY COLLEGE DISTRICT BOUNDARIES

- 24.1 For locations outside the geographical boundaries of, COLLEGE will comply with the requirements of Title 5 of the California Code of Regulations, Sections 53000 et seq. or as amended, concerning approval by adjoining high school or community college districts and use of non-district facilities.

25. SEVERABILITY

25.1 This CCAP Agreement shall be considered severable, such that if any provision or part of the CCAP Agreement is ever held invalid under any law or ruling, that provision or part of the CCAP Agreement shall remain in force and effect to the extent allowed by law, and all other provisions or parts shall remain in full force and effect.

26. COUNTERPARTS

26.1 This CCAP Agreement may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Executed on _____, 2021

By: _____
SOLANO COUNTY OFFICE OF EDUCATION

By: _____
SOLANO COMMUNITY COLLEGE DISTRICT

APPENDIX

**COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) A DUAL ENROLLMENT
PARTNERSHIP AGREEMENT**

WHEREAS, the College and Career Access Pathways Partnership Agreement (CCAP Agreement) is between Solano Community College District (“COLLEGE”), 4000 Suisun Valley Road, Fairfield, CA 94534, and Solano County Office of Education (SCHOOL DISTRICT), 100 Whitney Avenue Vallejo, CA 94589.

WHEREAS, the COLLEGE and the SCHOOL DISTRICT agree to record COLLEGE and SCHOOL DISTRICT specific components of the CCAP Agreement using the Appendix for purposes of addressing mandated reporting requirements to include, but not limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of students to benefit from those courses; and Sec. 2 (c)(1)

WHEREAS, the CCAP Agreement Appendix shall also be used to record protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school students to enroll in community college courses; and Sec. 2 (c)(1)

WHEREAS, participation in the CCAP Agreement is consistent with the core mission of the community colleges pursuant to Section 66010.4, and that students participating in a CCAP Agreement will not lead to enrollment displacement of otherwise eligible adults in the community college; Sec. 2 (k)(3)

NOW THEREFORE, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. CCAP AGREEMENT

- a. COLLEGE and SCHOOL DISTRICT shall ensure that one public meeting-is held in the review and approval of this CCAP Agreement. Sec. 2 (b)
- b. COLLEGE shall file this CCAP Agreement with the office of the Chancellor of the California community colleges prior to the start of the partnership. Sec. 2 (c)(2)
- c. COLLEGE and SCHOOL DISTRICT shall review and establish new or amended CCAP Agreements annually on or before July 1st and follow the protocols set forth in (a) and (b) of this section.
- d. COLLEGE and SCHOOL DISTRICT point of contact: Sec. 2 (c)(2)

LOCATION	NAME	TELEPHONE	EMAIL
College:	David Williams, Ph.D. VP of Academic Affairs	707-864-7117	David.williams@solanocal.edu
School District:	Solano County Office of Education		drshack@elitepublicschools.org

2. STUDENT ENROLLMENT

- a. Minimum School Day - The SCHOOL DISTRICT shall certify that it shall teach SCHOOL DISTRICT students participating as part of a CCAP Agreement no less than the number of instructional minutes required to complete a minimum school day pursuant to Education Code §§ 46141 and 46142. In all circumstances the COLLEGE shall claim allowable FTES for the enrollment of high school students in a CCAP Agreement community college course.
- b. SCHOOL DISTRICT shall select students consistent with the intent of AB 288 to include: high school students “who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer improving high school graduation rates, and assisting high school students to achieve college and career readiness” *Sec. 2 (a)* and “students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” *Sec. 1 (d)*
- c. COLLEGE and SCHOOL DISTRICT shall certify that participating students will have a signed parental/guardian consent form on file with the COLLEGE. *Preamble and Sec. 2 (c)(1)*
- d. COLLEGE and SCHOOL DISTRICT shall certify that participating students may enroll in up to a maximum of 15-unit load per term, or no more than four courses per term, the units are part of an academic (educational) program identified as part of this CCAP Agreement and the units are part of an academic (educational) program designed to award students both a high school diploma and an associate degree or a certificate or credential. *Sec. 2 (p)(1-3)*

3. CCAP AGREEMENT EDUCATIONAL PROGRAM(S) AND COURSE(S)

- a. COLLEGE is responsible for all educational program(s) and course(s) and offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.

4. CCAP AGREEMENT PROGRAM YEAR: BEGINNING FALL 2021 THROUGH SPRING 2024, the COLLEGE, in collaboration with the SCHOOL DISTRICT, has identified the following pathways and corresponding course offerings per program year. The employer of record for all courses under this CCAP Agreement is the COLLEGE and the location of the courses is the DISTRICT. The grid below is intended to project the courses offered, subject to change based on the needs of potential student cohorts within the pathway.

Pathway #1: ENGINEERING						
Fall 2021	Spring 2022	Fall 2022	Spring 2023	Fall 2023	Spring 2024	
Math 002 – Algebra for Calculus	Math 051 – Trigonometry	Math 020 – Calculus I	Math 021 – Calculus II	Math 022 – Calculus III OR Math 023 – Differential Equations OR Math 040 – Linear Algebra	Math 022 – Calculus III OR Math 023 – Differential Equations OR Math 040 – Linear Algebra	Math 022 – Calculus III OR Math 023 – Differential Equations OR Math 040 – Linear Algebra
Math 104 – Intermediate Algebra						
Math 020 – Calculus I	Math 021 – Calculus II	Math 022 – Calculus III OR Math 023 – Differential Equations OR Math 040 – Linear Algebra	Math 022 – Calculus III OR Math 023 – Differential Equations OR Math 040 – Linear Algebra			
CIS 1 – Introduction	CIS 22					
Pathway #2: SPANISH						
Pathway #3						
Fall 2019	Spring 2022	Fall 2022	Spring 2023	Fall 2023	Spring 2024	

BEGINNING ACADEMIC YEAR: 2021-2022

COLLEGE: Solano Community College

EDUCATIONAL PROGRAM: College and Career Readiness and CTE Pathway

SCHOOL DISTRICT: Solano County Department of Education

HIGH SCHOOL: ELITE Public Schools

Required: Describe the criteria used to assess the ability of students to benefit from the course(s) offered (Sec. 2 (c)(1)):

Students are being prepared to be college ready.
Students in a CTE/STEM Pathway.

TOTAL NUMBER OF STUDENTS TO BE SERVED: 20 /year TOTAL PROJECTED FTES: /year

6. MANDATED ANNUAL STATE REPORTING

- a. COLLEGE and SCHOOL DISTRICT shall ensure accurate and timely reporting of the total number of full-time equivalent students generated by CCAP partnership community college district participants.
- b. COLLEGE and SCHOOL DISTRICT shall report the annual total number of unduplicated high school student headcount by school site enrolled in each CCAP Agreement and aggregated by gender and ethnicity and shall be reported annually in compliance with all applicable state and federal privacy laws. The COLLEGE shall annually report the student data to the office of the Chancellor of the California Community Colleges. *Sec. 2 (t) (1)(A) Collection of data shall comply with COLLEGE MIS data reporting requirements.*
- c. COLLEGE and SCHOOL DISTRICT shall report the annual total number of community college courses by category and type and by school site enrolled in by this CCAP Agreement. *Sec. 2 (t) (1)(B)*
- d. COLLEGE and SCHOOL DISTRICT shall report the annual total number of the unduplicated high school student headcount and the percentage of successful course completions, by course category and type and by school site. *Sec. 2 (t)(1)(C)*
- e. COLLEGE and SCHOOL DISTRICT shall report the annual total number of full- time equivalent students generated by this CCAP Agreement. *Sec. 2 (t)(1)(D)*
- f. COLLEGE and SCHOOL DISTRICT shall ensure that the point of contact for each site establish protocols for the collection and dissemination of participating student data each semester within 30 days of the end of the term.

7. CCAP AGREEMENT DATA MATCH AND REPORTING

- a. COLLEGE and SCHOOL DISTRICT shall ensure operational protocols consistent with the collection of participating student data and the timely submission of the data.
- b. COLLEGE shall report all program and participating student data to the office of the Chancellor of the California Community Colleges.

8. PRIVACY OF STUDENT RECORDS

COLLEGE and SCHOOL DISTRICT understand and agree that education records of students enrolled in the CCAP course and personally identifiable information contained in those educational records are subject to the Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 C.F.R. Part 99, including the disclosure provisions of § 99.30 and state law as set forth in Education Code §§ 49064 and 49076). COLLEGE and SCHOOL DISTRICT agree to hold all student education records generated pursuant to this CCAP Agreement in strict confidence, and further agree not to re-disclose such records except as authorized by applicable law or regulation or by the parent or guardian's prior written consent. (34 C.F.R. § 99.33 (a), (b); 34 C.F.R. § 99.34(b) and Education Code §§ 49064 and 49076.)

- a. Limitation on Use. COLLEGE and SCHOOL DISTRICT shall use each student education record that he or she may receive pursuant to this CCAP Agreement solely for a purpose(s) consistent with his or her authority to access that information pursuant to Federal and State law, as may be as applicable. (34 C.F.R. § 99.31, 34 C.F.R. § 99.34, and Education Code § 49076.)
- b. Recordkeeping Requirements. COLLEGE and SCHOOL DISTRICT shall comply with the requirements governing maintenance of records of each request for access to and each disclosure of, student education records set forth under Title 34, Code of Federal Regulations § 99.32 and under Education Code § 49064 as applicable.
- c. Acknowledgement of Receipt of Notice of FERPA Regulations. By signature of its authorized representative or agent on this Agreement, COLLEGE and SCHOOL DISTRICT hereby acknowledges that it has been provided with the notice required under 34 C.F.R. § 99.33(d) that it is strictly prohibited from re-disclosing student education records to any other person or entity except as authorized by applicable law or regulation or by the parent or guardian's prior written consent.

9. FACILITIES USE

- a. COLLEGE and SCHOOL DISTRICT shall adhere to the terms outlined in Section 15, Facilities, of this CCAP Agreement.

AGENDA ITEM 12.(r)
MEETING DATE April 7, 2021

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: OCELOT CONTRACT FOR SERVICES

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

3 Year Pre-Pay Agreement for a Multilingual Campus Wide Chatbot including the CCC Access & Equity Support Pack, Live Chat and the API Suite for Self-Service Integrations.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: _____

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$130,500</i>
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SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Shannon Cooper, Psy.D.

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7159

TELEPHONE NUMBER

Robert Diamond

VICE PRESIDENT APPROVAL

March 17, 2021

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2021
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**



CONTRACT OF SERVICE

Pursuant to Master Services Agreement No. 00003389 (“Master Agreement”) by and between the Foundation for California Community Colleges (“Foundation”) and Career America LLC dba Ocelot (“Ocelot”) executed April 17, 2020, for the purchase of products and services, as agreed upon in Exhibit F of said Master Agreement by Participating Agencies, the execution of this Contract of Service (“Contract of Service”), constitutes the agreement between Ocelot and Solano Community College (“Client” or “Institution”), encompassing the attached Invoice and End User License Agreement, which are hereby incorporated in this Contract of Service by reference, for services to begin on 4/1/2021. Pricing as offered assumes contract approval on or before Contract Start Date.

1. TOTAL CONTRACT

Item	Quantity	Description	Unit Amount	Total Amount
Student Engagement Platform SET-UP Fee	1.00	One-time Set-Up Charge for Student Engagement Platform	\$7,500.00	\$7,500.00
APIs & Self-Service Integrations	3.00	Access to Ocelot's API suite and all available self-service integrations	\$0.00	\$0.00
Chatbot: Campus Wide	3.00	Chatbot for Entire Campus	\$43,500.00	\$130,500.00
LiveChat	3.00	Live Chat enabled for chatbot departments supported under the contract. Up to 25 Live Chat Agent Licenses. Additional Bundles of 25 Available.	\$0.00	\$0.00
Multilingual Chatbot	3.00	Multilingual Chatbot	\$0.00	\$0.00
CCC Access & Equity Support Pack	3.00	Includes content modules for CalWORKS, EOPS / Care, Title IX (once released) and Disability Services.	\$0.00	\$0.00
Discount: Set-Up Fee Waived	1.00	Set-Up Fee has been waived	\$-7,500.00	\$-7,500.00

Shipping & Handling	0.00
Sales Tax	0.00
TOTAL AGREEMENT PRICE	\$130,500.00

3 Year Pre-Pay Agreement for a Multilingual Campus Wide Chatbot including the CCC Access & Equity Support Pack, Live Chat and the API Suite for Self-Service Integrations.

Live Chat includes licenses for 25 live chat agents.

\$7,500 Setup Fee Waived with 3 Year Agreement.

Term: 4/1/2021 - 3/31/2024

2. ORDER ADD-ONS

This contract includes the flexibility to order additional services – including but not limited to custom developed technology solutions - within the Term of this agreement. Item(s) will be invoiced separately and will be bound to this agreement, or a new agreement, as indicated by Ocelot.

3. TERM

Start Date: 4/1/2021 End Date: 3/31/2024

4. PAYMENT SCHEDULE

Due Date	Amount
4/9/2021	130,500.00

Checks made payable to CareerAmerica, LLC

5. RENEWAL CONTRACT OPPORTUNITY

This contract will automatically renew at the conclusion of the term. Client may opt-out of renewal by notifying Ocelot in writing at least 30 days prior to the conclusion.

6. PRICE CAP ON RENEWAL CONTRACT

At the conclusion of this contract, the pricing for the current items ordered will increase by no more than 6%.

7. SIGNATURES

Solano Community College

Ocelot



Signature

	Name	Damon Vangelis
	Title	CEO
	Date	3/9/2021



INVOICE

CareerAmerica, LLC
 PO Box 7139
 Boulder, CO 80306

Invoice #	Invoice Date	Payment Due Date	PO#
0215-10	3/9/2021	4/9/2021	

Bill To:

Solano Community College
 4000 Suisun Valley Road
 Fairfield, CA 94534

Contract Services Description

Item	Quantity	Description	Unit Amount	Total Amount
Student Engagement Platform SET-UP Fee	1.00	One-time Set-Up Charge for Student Engagement Platform	7,500.00	7,500.00
APIs & Self-Service Integrations	3.00	Access to Ocelot's API suite and all available self-service integrations	0.00	0.00
Chatbot: Campus Wide	3.00	Chatbot for Entire Campus	43,500.00	130,500.00
LiveChat	3.00	Live Chat enabled for chatbot departments supported under the contract. Up to 25 Live Chat Agent Licenses. Additional Bundles of 25 Available.	0.00	0.00
Multilingual Chatbot	3.00	Multilingual Chatbot	0.00	0.00
CCC Access & Equity Support Pack	3.00	Includes content modules for CalWORKS, EOPS / Care, Title IX (once released) and Disability Services.	0.00	0.00
Discount: Set-Up Fee Waived	1.00	Set-Up Fee has been waived	-7,500.00	-7,500.00

Shipping & Handling 0.00

Sales Tax 0.00

AMOUNT DUE THIS INVOICE \$130,500.00

3 Year Pre-Pay Agreement for a Multilingual Campus Wide Chatbot including the CCC Access & Equity Support Pack, Live Chat and the API Suite for Self-Service Integrations.

Live Chat includes licenses for 25 live chat agents.

\$7,500 Setup Fee Waived with 3 Year Agreement.

Term: 4/1/2021 - 3/31/2024

Payment Terms: Net 30 upon PO/Signed Contract

Phone # (303) 351-2546

Fax # (810) 958-5113

Email orders@ocelotbot.com

Website www.ocelotbot.com

Federal Tax ID 84-4047861

Ocelot, FATV, GetAnswers, GetSAP, and GetSAP+ are services of Career America, LLC.

All payments should be made payable to CareerAmerica, LLC

END USER LICENSE AGREEMENT

NOTICE TO ALL USERS: Please read this contract carefully. By utilizing this service, you (the relevant entity) agree that this agreement is enforceable like any written contract signed by you.

1. Definitions

- a. "Service" means (a) all of the contents of the digital files, or other media (including electronic media) with which this Agreement is provided or such contents as are hosted by Ocelot (CareerAmerica, LLC) or any authorized partners, including but not limited to (i) computer information or software; (ii) related explanatory materials in printed, electronic, or online form ("Documentation"); and (b) upgrades, modified or subsequent versions and updates (collectively "Updates"), and Software, if any, licensed to you by CareerAmerica, LLC or an Authorized Partner as part of a maintenance contract or service subscription.
- b. "Use" or "Using" means to access, install, download, copy or otherwise benefit from using the Service.
- c. "Computer" means a device that accepts information in digital or similar form and manipulates it for a specific result based upon a sequence of instructions.
- d. "Ocelot" means a customizable online educational service created and serviced by CareerAmerica, LLC.

2. License Grant. Subject to the payment of the applicable license fees, and subject to the terms and conditions of this Agreement, CareerAmerica, LLC hereby grants to you a non-exclusive, non-transferable license to use a custom version of this Service on your website, for access and viewing by your faculty and staff, students, their family members and/or guardians, website visitors, and prospective students and their family members and/or guardians.

3. Term. Unless earlier terminated as set forth herein, this Agreement is effective for the term set forth in the Invoice and/or Contract of Service (if supplied), and may be extended for additional terms and pricing upon written agreement by the Parties. This Agreement will terminate automatically if you fail to comply with any of the limitations or other requirements described herein. Upon any termination or expiration of this Agreement, you must cease use of the Service and destroy all copies of the digital files and Documentation.

4. Start Date for Subscription. Subscription start dates shall be determined at the outset of the Agreement. Standard practice is for the subscription to begin the day the service is provided by CareerAmerica, LLC to the Client. However, at the discretion of CareerAmerica, LLC, the start date may be delayed in order to accommodate delays in launching by the Client. In the case of a delayed launch, start dates will be no later than 60 days from the date of the signed agreement or the receipt by CareerAmerica, LLC of a purchase order (whichever is later), unless otherwise agreed to by CareerAmerica, LLC at the outset of the Agreement.

5. Updates. This license is limited to the version of the Service delivered by CareerAmerica, LLC.

Throughout the Term of this Agreement, CareerAmerica, LLC shall make reasonable efforts to update the content of its service as needed to reflect material changes in applicable laws and/or regulations.

6. Ownership Rights. The Ocelot Service and its content are protected by United States copyright laws. CareerAmerica, LLC owns and retains all right, title, and interest in and to the Service, including all copyrights, patents, trade secret rights, trademarks, and other intellectual property rights therein. Your installation or Use of the Ocelot service does not transfer to you any title to the intellectual property in the Service, and you will not acquire any rights to the Service except as expressly set forth in this Agreement. You retain ownership in any content or material that is provided to CareerAmerica, LLC (referred to herein as the “Customer Materials”) and this Agreement does not provide CareerAmerica, LLC with any right to use such Customer Materials other than as necessary to perform its obligations under this Agreement.

7. Multiple Copies. If your service subscription includes multiple media format – such as DVD – you are not permitted to make copies of this media. You are permitted to use the Service on your institution’s website. However, you are not permitted to knowingly or intentionally permit another institution to access your Service.

8. Video Files. If you elect to utilize any video files provided by CareerAmerica, LLC through the file-share system, these files are only to be used as part of a school-based (closed) signage system for the term of your subscription. The video files are the property of CareerAmerica, LLC, and may not be duplicated, shared, or otherwise transmitted for use by a third party, or used online without prior written permission of CareerAmerica, LLC. If your subscription ends, you are not permitted to use the video files without the permission of CareerAmerica, LLC.

9. Restrictions. You may not sell, lease, license, rent, loan, resell, or otherwise transfer, with or without consideration, the Service or any of its knowledgebase or video content. You may not reverse engineer, decompile, or disassemble the Service, except to the extent the foregoing restriction is expressly prohibited by applicable law. You may not modify, or create derivative works based upon, the Service in whole or in part. You may not knowingly permit third parties (institutions, corporations, agencies, etc) to benefit from the use or functionality of the Service or the video clips. [This shall not be construed to refer to students benefiting intellectually from the educational benefit of the Service.] You may not back-up or otherwise copy any Ocelot digital content, or upload it to any other services or websites.

10. Warranty and Disclaimer. Subscriptions run for 1 year unless otherwise specified in the Agreement. Pro-rated subscriptions are permissible (e.g. your fiscal year is already in progress and you wish to purchase a subscription for the remaining months of your fiscal year), but must be specified in the Contract of Service or Invoice. CareerAmerica, LLC strives to make sure its Service is free from interruption; however, we make no guarantees that it will be error-free.

- a. **Uptime Commitment.** CareerAmerica, LLC will use commercially reasonable efforts to ensure that the Ocelot Service is available 24 hours a day, 7 days a week, with a monthly uptime goal of 99%. As used herein, “Ocelot Uptime” is calculated by taking the total number of minutes in a calendar month less the number of minutes of Ocelot Downtime in the calendar month, divided by the total number of minutes in the calendar month. As used

herein, "Ocelot Downtime" means if Ocelot Content and player are not being distributed or the Ocelot server is down, provided, however, that the following events will not be included as Ocelot Downtime: (a) causes beyond CareerAmerica LLC's reasonable control, and (b) scheduled maintenance on the Ocelot Service ("Scheduled Maintenance") up to 8 hours per calendar month (the "Maintenance Limit"); all Scheduled Maintenance shall either be conducted (i) between the hours of 12:00 AM (ET) and 6:00 AM (ET) or (ii) at any time after supplying Client with 3 days advance notice (the "Maintenance Windows"). Any Schedule Maintenance conducted in excess of the Maintenance Limit or outside of the Maintenance Windows shall be included in the calculation of Ocelot Downtime. Client will promptly notify CareerAmerica, LLC of any failure to receive Ocelot Content, whereupon CareerAmerica, LLC will evaluate the report in order to determine whether or not such failure qualifies as Ocelot Downtime.

- b. **Remedy for Excess Downtime.** If Ocelot Downtime is greater than 1% in a given month, Client shall be given an extension of the Agreement in the amount of downtime.

These provisions are Client's sole and exclusive remedy for Ocelot Downtime and any failure to meet the terms of this Agreement. To request an Ocelot Service Extension credit, Client must contact CareerAmerica, LLC within 30 days after the end of the month in which the Service Extension Credit was earned. Multiple Ocelot Downtime events occurring simultaneously shall be considered a single Ocelot Downtime event.

11. Limitation of Liability. Under no circumstances and under no legal theory, whether in tort, contract, or otherwise, shall either party, or its authorized partners or suppliers, be liable to each other or to any other person for loss of profits, loss of goodwill, or any indirect, special, incidental, or consequential damages, or damages for gross negligence of any character including, without limitation, damages for loss of goodwill, work stoppage, computer failure or malfunction, or for any other damage or loss, even if either party has been advised of the possibility of such damages. In no event shall CareerAmerica, LLC, or its authorized partners, be liable for any damages in excess of the contract price for the Ocelot Service, if any.

12. Governing Law. This Agreement will be governed by and construed in accordance with the substantive laws in force in the State of California, without regard to its conflict of law provisions.

13. Audit for Volume Licenses. CareerAmerica, LLC reserves the right to periodically audit (verify enrollment and review your use of Ocelot) your institution to ensure that you are using the appropriate Service license, and are not in violation of this Agreement.

14. Logos and Symbols. As a customer in good standing with CareerAmerica, LLC, your institution has the right to use our Ocelot logo on your website and/or any marketing materials you create so long as they are used to indicate current usage of Ocelot.

15. White Labeling. As a customer, you are permitted to "white label" Ocelot's services. You agree that any name, avatar, or other branding that you utilize in this regard is taken at your own risk of any violations of trademarks, etc., and you also agree to bear the consequences of your choices. CareerAmerica, LLC bears no responsibility for any names, avatars, or branding that you choose to utilize.

16. Miscellaneous. This Agreement sets forth all rights for the user of our Services and is the entire agreement between the parties. This Agreement may not be modified except by a written addendum issued by a duly authorized representative of CareerAmerica, LLC. No provision hereof shall be deemed waived unless such waiver shall be in writing and signed by CareerAmerica, LLC. If any provision of this Agreement is held invalid, the remainder of this Agreement shall continue in full force and effect.

17. Customer Support. If you have any questions concerning these terms and conditions, please call (888) 704-9090 or request help through our website located at www.ocelotbot.com.

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: INITIAL PRESENTATION OF OPERATING
ENGINEERS/STATIONARY ENGINEERS, LOCAL 39,
BARGAINING PROPOSALS TO THE DISTRICT ON
REOPENERS

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Pursuant the Government Code Section 3547 and for the purpose of public notice (“sunshining”), Operating Engineers/Stationary Engineers, Local 39, has submitted its bargaining proposal to the District to open the following articles:

- Article 6: Personal Files/Evaluation
- Article 7: Retirement

CONTINUED ON NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Human Resources

Government Code:3547 Board Policy:2010 Estimated Fiscal Impact: To be determined

SUPERINTENDENT’S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Salvatore Abbate
Human Resources

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7263

TELEPHONE NUMBER

VICE PRESIDENT APPROVAL

March 26, 2021

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

April 7, 2021

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: INITIAL PRESENTATION OF OPERATING
ENGINEERS/STATIONARY ENGINEERS, LOCAL 39,
BARGAINING PROPOSALS TO THE DISTRICT ON
REOPENERS**

SUMMARY:

CONTINUED FROM PREVIOUS PAGE

Article 14: Pay and Allowances
Article 16: Working Conditions
Article 17: Transfers/Promotions
Article 19: Reclassifications
Article 22: Checkoff and Organizational Security
Appendix A, Classified Salary Schedule/ Operating Engineers Classifications
Appendix B, Fringe Benefit Plans

In accordance with Government Code Section 3547, the public is entitled to comment on such proposal at a public hearing. The hearing will provide members of the public with an opportunity to express their views regarding the proposal.

After sufficient time has been allotted for public response, it is recommended that the Board President close the hearing, and reconvene the regular meeting to be held on April 21, 2021.

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: INITIAL PRESENTATION OF SOLANO COMMUNITY COLLEGE DISTRICT BARGAINING PROPOSALS TO THE OPERATING ENGINEERS/STATIONARY ENGINEERS, LOCAL 39 ON INTERESTS

REQUESTED ACTION:

- Information OR Approval
- Consent OR Non-Consent

SUMMARY:

The Solano Community College District and the Operating Engineers/Stationary Engineers, Local 39, are preparing to enter into negotiations.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Human Resources

Ed. Code:3547	Board Policy:2010	Estimated Fiscal Impact: Unknown
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SUPERINTENDENT'S RECOMMENDATION:

- APPROVAL DISAPPROVAL
- NOT REQUIRED TABLE

Salvatore Abbate
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7281

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

VICE PRESIDENT APPROVAL

March 26, 2021

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

April 7, 2021

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: INITIAL PRESENTATION OF SOLANO COMMUNITY COLLEGE DISTRICT, BARGAINING PROPOSALS TO THE OPERATING ENGINEERS/STATIONARY ENGINEERS, LOCAL 39 ON INTERESTS

REQUESTED ACTION:

Information **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

This item introduces the District’s proposal to the Operating Engineers/Stationary Engineers, Local 39, for the purpose of public notice (“sunshining”) to work with the Operating Engineers/Stationary Engineers, Local 39, on the following interest.

The District’s interest is in the review, reorganization and reconsideration of all contract articles.

Pursuant to the Government Code Section 3547, public comment on such proposal shall be received at the next Governing Board meeting scheduled for April 21, 2021.